

Planner

DESCRIPTION:

The City of Fredericton is accepting applications for the position of Planner in the Growth and Community Services Department. On the banks of the St. John River, Fredericton is the beautiful capital of New Brunswick, one of the fastest growing cities in Atlantic Canada, and is one of Canada's most dynamic and thriving small cities. The successful candidate will join a talented team of professional planners delivering both current planning and policy development services to the community. The candidate will play a lead role working on policy projects with the planning team. This position also involves working with citizens and developers to process planning applications. We are looking for a planner with a proven track record in public engagement, strong presentation and written communication skills, and the ability to analyze complex proposals. These duties require an individual who takes initiative, exercises tact, discretion, and has sound judgment.

POSITION SUMMARY:

- Advises public on zoning matters and other issues affecting the Municipal Plan and Zoning By-Law.
- Undertakes policy planning studies such as the Municipal Plan reviews, Zoning By-law reviews, Secondary Plans, Heritage Conservation Plans, and other policy matters.
- Prepares and presents Planning Reports for the Planning Advisory Committee.
- Gathers and analyzes economic and statistical data.
- Responds to inquiries regarding development control/enforcement issues.
- Attends regular community and planning advisory committee meetings; prepares policy reports; memos; and zoning letters.
- Other duties as required.

Position Specifications:

- **Education and Experience:** Graduate degree in planning from a recognized professional planning school and a minimum of two years of relevant experience.
- **Knowledge and Desired Skills:** The incumbent must have a sound knowledge of planning theory, public engagement techniques and policy creation. A working knowledge of development control and strong communication/ presentation skills. Preference will be given to full members of the Canadian Institute of Planners (CIP) or those in the process of achieving full membership. Ability to communicate in both official languages will be considered an asset.

SALARY: Commensurate with Experience CUPE Local 3864 Salary Scale

Interested individuals may apply with cover letter and resume via email to:

HR@fredericton.ca

Or mail to: Human Resources, City of Fredericton, 397 Queen Street, Fredericton, NB E3B 1B5

On or before 2017 December 22 at 4:30 pm

Internal / External